

THE GEORGE WASHINGTON UNIVERSITY
Washington, D.C.
20052

MINUTES OF A REGULAR MEETING
OF THE FACULTY SENATE HELD
ON OCTOBER 8, 1982, IN LISNER HALL
ROOM 603

1 The meeting was called to order by Provost Bright at 2:11 p.m.

Present: Provost Bright, Acting Registrar Grimm, Birnbaum, Burns, Castleberry, Claeysens, Eldridge, Frey, Greene, Griffith, Gross, Helgert, Herber, Kelly, Kramer, Levy, Liebowitz, Mazzeo, Morgan, Park, Robinson, Sachlis, Schiff, H. Solomon, L. Solomon, Steiner, and Ziolkowski

Absent: President Elliott, Parliamentarian Cheh, Barron, Chandler, Elgart, Linton, Loeser, Sapin, B. Smith, G. Smith, and Stewart

Kathleen D. Crane, Teaching Fellow in Law, served as Parliamentarian for Professor Cheh.

2 The minutes of the regular meeting of September 17, 1982, were approved as distributed.

3 No resolutions were introduced under Introduction of Resolutions.

4 Faith Kalman, Coordinator, Academic Evaluation Center, spoke about the plans for revising the questionnaire for academic evaluation by the spring of 1983, which she hoped would include new questions and recommendations from faculty members themselves. To accomplish this, she said, the Center would be sending to faculty a list of the questions proposed to be included on the new questionnaire, along with a "menu" of questions for faculty selection, thereby providing faculty input in the evaluation system. She introduced Nancy Saliunas, also a Coordinator in the Center, and she asked that the University faculty forward any suggestions for changes in the questionnaire format or evaluation processes to The Center for Academic Evaluation, c/o The Student Association, Marvin Center, Room 424 (Ext. 7100). A brief discussion followed.

5 (a) Professor Claeysens nominated Professor Roy B. Eastin (SGBA) and Jean M. Schlager, Acting Associate Registrar, for election to the Senate Committee on Public Ceremonies;

(b) Professor Steiner nominated Professor Elizabeth B. Adams (SGBA) and Daniel Busby, Vice President for University Policy (GWUSA), for election to the Senate Committee on Physical Facilities; and

(c) Professor Schiff nominated Theodore H. Grimm, Jr., Acting Registrar, for election to the Senate Committee on Educational Policy.

No other nominations were made from the floor and the above nominees were elected unanimously.

(d) On behalf of the Executive Committee, Professor Morgan reported on three matters. First, the Executive Committee, during the past summer, acting under authority of the Faculty Organization Plan elected a Special Mediation Committee in response to a complaint filed by Assistant Professor Michele S. de Cruz-Saenz on June 22, 1982. The members of the Committee were Professor Charles S. Tidball, Chairman, Associate Professor Judith A. Plotz, and Professor David B. Weaver. This Committee was discharged when the matter was ended by Professor Cruz-Saenz' resignation from the faculty on August 12, 1982. Secondly, with regard to the Holcomb Report recently distributed to the Senate, Professor Morgan said that the Executive Committee determined that it would be preferable for a number of reasons to include on the agenda a discussion of this matter at the Senate's November 12th meeting. Thirdly, Professor Morgan noted that "all good things carry with them a price," and so it was with the recent renovation of the Faculty Conference Room in that "User Rules" have been formulated to protect the room. After consultation with the President, with Assistant Provost Marianne R. Phelps, and with Mr. Byron M. Matthai, Jr., Director of Security, the Executive Committee developed the rules for use of this room. He said that the Executive Committee and the Faculty Senate Office will make every effort to facilitate entry for any legitimate activity in the Faculty Conference Room, and he invited the Senate members to make use of this facility. (Guidelines for Use of the Faculty Conference Room, Lisner Hall 603, attached.)

(e) The following interim reports were made by the Chairmen of Senate Standing Committees outlining the various assignments to be undertaken by their respective committees:

(1) Committee on Educational Policy, Professor Schiff, Chairman - the committee recently discussed the matter of those few students who attend a course for an entire semester without registering or paying and then petition to add the course for credit sometime during the examination period. Although the granting of such petitions was not common, the committee directed a letter to the Provost requesting that he urge the deans to look carefully at these petitions and to urge the deans, in turn, to inform faculty of the seriousness of such situations.

(2) Committee on Fiscal Planning and Budgeting, Professor Eldridge, Chairman - the committee met recently to determine exactly what the function of this committee is. The next meeting is scheduled for October 29th at which time a review of the University budget will be conducted.

(3) Committee on Physical Facilities, Professor Steiner, Chairman - the committee will meet on October 22nd to decide on its agenda for the coming year.

(4) Committee on Professional Ethics and Academic Freedom, Professor Griffith, Chairman - the committee continues to work on its contribution to a joint report on the extensive use of part-time faculty at GW, along with the Educational Policy Committee and the Appointment, Salary and Promotion Policies

Committee. The committee is awaiting reports from other committees, i.e., review of faculty grievance procedures from a Special Committee-of-One (Professor Morgan), review of non-tenure-track appointments from a Special Committee (Professor Reich, Chairman), and review of Resolution 81/11 concerning criteria for tenure from the Appointment, Salary and Promotion Policies Committee.

(5) Committee on University and Urban Affairs, Professor Helgert, Chairman - the committee has the following three items on its agenda: (1) to determine how the D.C. City Council and other political organizations in D. C. view their relationship with GW, what problems they perceive to exist in that relationship, and how to alleviate such problems; (2) to gather data as to the extent of GW faculty involvement in urban affairs; and (3) to determine what additional University services and facilities beyond the ones already in existence could be made available to the community-at-large.

(6) Committee on University Development and Resources, Professor Greene - the committee is carrying forward the work that was started by last year's committee under Professor Hawkins, i.e., the seminar on taxes and estate planning scheduled for October 30th at Marvin Center from 8:30 a.m. until 12:45 p.m. The committee will be meeting in two weeks to discuss the coming year's agenda.

(7) Committee on Appointment, Salary and Promotion Policies (including Fringe Benefits), Professor Robinson, Chairman - the committee recently met to discuss two major items: (1) the recommendation of the Executive Committee to appoint a special committee to review the TIAA/CREF Retirement Plan and other options. The committee has worked on this matter for the past two years and has concluded that a special committee with expertise in this area should be elected to continue this investigation; and (2) a study of Resolution 81/11 concerning criteria for tenure referred by the Professional Ethics Committee is being undertaken by a subcommittee. Other items are also being reviewed by committees.

(8) Committee on Research, Professor Ziolkowski, Chairman - two topics on the committee's agenda are: (1) sponsoring another exhibit of faculty research next fall similar to the one recently exhibited in the Gelman Library; and (2) consideration of preparing a "handbook of research" including, for example, what resources and offices of research are available at GW. The committee welcomes suggestions in this regard.

(9) Committee on Library, Professor Mazzeo, Chairman - the committee met and received a report from Mr. Alsip on the 1982-83 budget projection for the Library which reflects an increase of \$120,000 over the previous budget. There were also subsidiary reports from the Medical Library and the Law Library. The committee received information about the Computerization Project in progress whereby all materials will be put on the computer and terminals will be available for consultation. The committee was advised that the Collection Analysis Report, which examines all phases of the University's Library holdings, will be issued in approximately four weeks and will be made available to the committee and to all concerned.

(10) Committee on Administrative Matters as They Affect the Faculty, Professor Frey, Chairman - some items the committee will be considering are the question of graduate teaching assistant stipends because they are not competitive with other universities; the interest in establishing standard libraries in the Bookstore, for example, in History and Literature, etc.; and the concern about

foreign students at GW with a view toward establishing more coordination between the various graduate advisers, the graduate schools and the Office of International Services.

(11) Committee on Public Ceremonies, Professor Claeysens, Chairman - the first item on the committee's agenda, the Fall Convocation, has already taken place; however, the committee will be discussing ways to increase student attendance in the future. Plans for the February Convocation have been worked out, plans are being discussed for the expanded commencement weekend in the spring, and ideas for improving the faculty awards luncheon/dinner are being considered. Two new matters are being considered: (1) to establish some kind of University-wide awards ceremony (not meant to replace any existing ones) to provide an additional way to honor achievement; and (2) to make suggestions and to participate in the city-wide celebration of the bicentennial of the birth of Luther Rice and also to plan appropriate events on GW's campus.

Referring to Professor Claeysen's statement about the Fall Convocation, Professor Morgan said that he had received a letter from Tom Mannion, President of the GWU Student Association commending the faculty on their participation in the Convocation and indicating that the Association hoped to solve the problem of poor student attendance in the future. (Letter attached.)

6 Under Brief Statements, Professor Herber offered the following Statement of Appreciation to Robert Faris on behalf of the Athletics Committee:

After a lengthy association of four and a half decades with the University, twenty-seven of which he spent as Director of Intercollegiate Athletics for Men, Bob Faris retired from active service with the University in mid-September. Although he was not a member of the faculty, Bob served as an ex officio member of the Faculty Senate Committee on Athletics since its inception. Throughout the years, from the lean ones of the Tin Tabernacle to the more fulfilling ones of the Smith Center, Bob Faris took an enormous pride in the University and its work. Unfailingly courteous and helpful, Bob has served the University loyally and with distinction.

Therefore, we wish to express our sincere appreciation to Robert Faris on the occasion of his retirement.

Professor Griffith said he wished to direct the following three questions to Associate Provost Johnson about the story that appeared in The GW Hatchet September 30th on the projected deficit: (1) whether the Senate might receive a breakdown by school and division of the shortfall in enrollment, and some analysis of its likely causes, e.g. fall-off in federal aid; (2) how a shortfall of 723 students could be said to threaten a deficit of \$7.8 million considering that the students probably weren't all fulltime; and (3) whether the faculty might be informed earlier and in more accurate detail on matters of this importance rather than forced to rely entirely on The GW Hatchet.

Provost Johnson responded that he would be happy to provide enrollment data to be distributed with the minutes. (Enrollment Data attached.) With regard to the projected deficit of \$7.8 million, he said that the enrollment fall-off was just one piece of this deficit. There was a \$3.5 million deficit carried over from last year, plus the projected \$3.5 million deficit for this

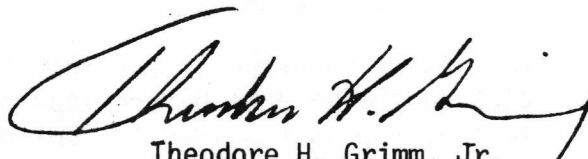
year, and the 700 enrollment drop simply adds to that deficit. He said he agreed completely that this kind of information should reach the faculty ahead of the students, but given the lack of time under the circumstances the most practical means of communicating with the entire University community was through The GW Hatchet which printed, as far as he could see, an accurate story based on the facts his office provided. Provost Johnson said there was no intention to misrepresent anything on the part of his office, the President's office, nor the Provost's office, and at that time he assured the Chairman of the Executive Committee, Professor Morgan, if there were any set of reasons that the administration was forced to take action on involving any academic programs, it wouldn't be done without appropriate consultation beforehand with the faculty.

Professor Griffith responded that his criticism about the timing and manner of communicating this information to the faculty through The GW Hatchet was based on his presupposition that the Budget Office certainly knew about last year's \$3.5 million deficit before mid-September of this year, because the Hatchet erroneously attributed last year's deficit to enrollment shortfall, too, and the administration certainly has enrollment figures earlier than next September. Provost Johnson replied that unfortunately this information was not brought to his attention until early September.

Professor Eldridge, noting that the fall-off in enrollment and head counts were by no means the only cause of the deficit, asked if anyone within the University was making a survey of those who were admitted and then didn't attend. It seemed to him that someone ought to be attempting to reduce that uncertainty for upcoming admissions. Provost Bright replied that "this kind of sloppy situation cannot continue" and he assured the Senate that something would be done about it, and in the meantime he would take the blame. He said we have got to clear up this situation where students pre-register and then we don't know until mid-October that they are not attending.

7

The meeting was adjourned by Provost Bright at 3:20 p.m.


Theodore H. Grimm, Jr.
Acting Secretary

FACULTY SENATE OFFICE

With the concurrence of the President, the Executive Committee of the Faculty Senate has established the following Guidelines for Use of the Faculty Conference Room, Lisner Hall 603:

The primary use of the Faculty Conference Room shall be for meetings and other activities of the Faculty Senate and its committees. The conference room may be used by other groups according to the policies and procedures set forth below:

1. To insure that the room is available for Senate meetings and activities, the room may be scheduled by other groups no more than 30 days in advance.
2. On occasions the Faculty Senate and the Senate Grievance Committee may have to hold meetings at times when other groups have previously reserved the facility. On those occasions, the Senate and the Grievance Committee shall have priority for use of the room over the scheduled group.
3. Use of the room is limited to faculty activities and social events, such as receptions, appropriate to the facility. The capacity of the room is 50 people seated; 75, standing. Because the reservation is subject to cancellation in order to accommodate Faculty Senate or Grievance Committee meetings, instructional activities may not be scheduled in the Faculty Conference Room. For the same reason, events which are advertised off-campus may not be scheduled in the facility.
4. The Security Office will provide entrance to the room for authorized groups. The Security Office must be notified at the close of the activity so that the room can be properly secured. In the interim a responsible person must await the arrival of the Security Officer to prevent anything being taken from the room. The reserving group will be held accountable for any items missing from the room or damage thereto.
5. Additional furniture may not be brought into the conference room nor may any existing furniture be removed. Furniture may be re-arranged with the understanding that it must be replaced in the original arrangement at the conclusion of the event. No materials may be affixed to the walls in any way.
6. The reserving group is responsible for clean-up of the room and for closing the windows before leaving the facility. Particularly, attention to clean-up is required following events where food is served. The Conference Room is cleaned regularly by University Service Workers, but the room cannot be cleaned after each event.
7. The Faculty Conference Room may be reserved by calling the Senate Office (7198).
8. A copy of these policies and procedures shall be provided to individuals requesting reservations for the Conference Room. Failure to adhere to these policies and procedures will result in loss of the privilege of reserving the Conference Room.

Date of Issue: September 24, 1982

THE GEORGE WASHINGTON UNIVERSITY
INTERDEPARTMENTAL MEMORANDUM

9/16/82

TO: Prof. John Morgan,
Chairman, Executive Committee of the Faculty Senate

FROM: Tom Mannion,
President, G.W. Student Association

RE: Convocation

Professor Morgan and members of the Faculty Senate,

I would like to take this opportunity to commend the faculty of the University for their fine turnout at Convocation. The presence of such a large number of faculty in full academic regalia greatly added to the celebration.

I regret, and am somewhat ashamed, however, that the student turnout was far below our expectations. In the future, with modifications in the planning of the Convocation, I hope that this serious problem will be solved.

Again, congratulations on your fine turnout.

9/28/82

Enrollment Data
Fall Semesters
1979 - 1983

		Actual				Projections	
		1979	1980	1981	1982	1983	1982
Columbian College							
Undergraduate	Full-time	3,023	3,028	3,113	2,908	2,800	3,100
	Part-time	590	551	543	485	435	550
	Total	<u>3,613</u>	<u>3,579</u>	<u>3,656</u>	<u>3,393</u>	<u>3,235</u>	<u>3,650</u>
Graduate Arts & Sciences							
	Masters	830	848	735	639	575	725
	Ph.D's	558	497	434	455	455	425
	Total	<u>1,388</u>	<u>1,345</u>	<u>1,169</u>	<u>1,094</u>	<u>1,030</u>	<u>1,150</u>
Education & Human Development							
Undergraduate	Full-time	144	150	148	135	120	145
	Part-time	49	48	47	40	35	45
Graduate		897	903	867	783	700	850
	Total	<u>1,090</u>	<u>1,101</u>	<u>1,062</u>	<u>958</u>	<u>855</u>	<u>1,040</u>
Engineering & Applied Science							
Undergraduate	Full-time	681	670	765	781	780	725
	Part-time	199	184	212	206	200	215
Graduate		1,268	1,315	1,490	1,518	1,545	1,500
	Total	<u>2,148</u>	<u>2,169</u>	<u>2,467</u>	<u>2,505</u>	<u>2,525</u>	<u>2,440</u>
Government & Business Administration							
Undergraduate	Full-time	816	837	858	923	970	875
	Part-time	198	214	212	184	165	210
Graduate		1,998	2,230	2,439	2,351	2,265	2,550
	Total	<u>3,012</u>	<u>3,281</u>	<u>3,509</u>	<u>3,458</u>	<u>3,400</u>	<u>3,635</u>

9/28/82

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		Actual				Projections	
		1979	1980	1981	1982	1983	1982
Public & International Affairs							
Undergraduate	Full-time	198	229	231	229	230	230
	Part-time	50	41	51	46	40	50
Graduate		258	225	281	322	350	280
Total		<u>506</u>	<u>495</u>	<u>563</u>	<u>597</u>	<u>620</u>	<u>560</u>
SUBTOTALS							
Undergraduate	Full-time	4,862	4,914	5,115	4,976	4,900	5,075
	Part-time	1,086	1,038	1,065	961	875	1,070
Graduate		5,809	6,018	6,246	6,068	5,890	6,330
Total		<u>11,757</u>	<u>11,970</u>	<u>12,426</u>	<u>12,005</u>	<u>11,665</u>	<u>12,475</u>
Division of University Students		<u>3,203</u>	<u>2,795</u>	<u>2,485</u>	<u>2,072</u>	<u>1,875</u>	<u>2,300</u>
National Law Center							
Juris Doctor	Full-time	1,029	1,071	1,055	1,015	1,000	1,055
	Part-time	362	341	359	388	380	360
Graduate		268	233	269	262	260	275
Total		<u>1,659</u>	<u>1,645</u>	<u>1,683</u>	<u>1,665</u>	<u>1,640</u>	<u>1,690</u>
Total - General University		<u>16,619</u>	<u>16,410</u>	<u>16,594</u>	<u>15,742</u>	<u>15,180</u>	<u>16,465</u>
Medicine & Health Sciences							
Allied Health		199	210	190	183	185	200
	MD	614	609	615	613	615	610
Total		<u>813</u>	<u>819</u>	<u>805</u>	<u>796</u>	<u>800</u>	<u>810</u>
GRAND TOTAL		<u>17,432</u>	<u>17,229</u>	<u>17,399</u>	<u>16,538</u>	<u>15,980</u>	<u>17,275</u>

THE GEORGE WASHINGTON UNIVERSITY
Washington, D. C.

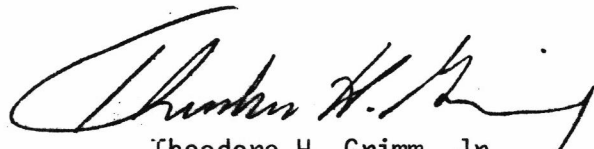
The Faculty Senate

September 27, 1982

The Faculty Senate will meet on Friday, October 8, 1982, at 2:10 p.m. in the Faculty Conference Room, Lisner Hall 603.

AGENDA

1. Call to order
2. Minutes of the regular meeting of September 17, 1982
3. Introduction of Resolutions
4. Presentation by Faith Kalman, Coordinator, Center for Academic Evaluation
5. General Business:
 - (a) Nomination for election of Professor Roy B. Eastin (SGBA) and Jean M. Schlager, Acting Associate Registrar, to the Senate Committee on Public Ceremonies
 - (b) Nomination for election of Professor Elizabeth B. Adams (SGBA) and Daniel Busby, Vice President for University Policy (GWUSA), to the Senate Committee on Physical Facilities
 - (c) Nomination for election of Theodore H. Grimm, Jr., Acting Registrar, to the Senate Committee on Educational Policy
 - (d) Report of the Executive Committee: Professor John A. Morgan, Jr., Chairman
 - (e) Interim Reports of Senate Standing Committees
6. Brief Statements
7. Adjournment


Theodore H. Grimm, Jr.
Acting Secretary